

# ONBOARDING PROGRAMME

# **One day Workshop**

**Hours**: 09h00 - 16h00 **Price**: R 6 000.00

### **Set Your Team Up for Success**

Our comprehensive one-day onboarding workshop equips new employees with essential soft skills tailored to your business and industry needs, ensuring they integrate swiftly, effectively, and confidently.

### **Workshop Highlights**

- Email & Business Etiquette
- Communication Skills
- Time Management
- Expectation Management
- Business Image Training
- Adaptability & Resilience
- Teamwork & Collaboration
- Customer Service Excellence

## **Customisation & Extended Training**

Additional topics can be included to extend the onboarding programme to two days, fully customised to your organisation's unique requirements.

#### Flexible Training Options

- On-Site Training
- Virtual Training

Travel Options: Travel costs will be added for training conducted outside Gauteng, South Africa.

#### Train-the-Trainer

We also provide 'Train-the-Trainer' sessions to empower your internal teams to sustain long-term skill development and training consistency within your organisation.

Contact us for a quote



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